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USAID IRAQ ADMINISTRATIVE REFORM PROJECT

MONTHLY PROGRESS REPORT, NOVEMBER 2014

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ACRONYMS

COMSEC	Council of Ministers Secretariat
Gol	Government of Iraq
MoC	Ministry of Communication
MoCH	Ministry of Construction & Housing
MoDM	Ministry of Displacement & Migration
MoEd	Ministry of Education
MoH	Ministry of Health
MoIM	Ministry of Industry & Minerals
MoLSA	Ministry of Labor & Social Affairs
MoMPW	Ministry of Municipality & Public Works
MoP	Ministry of Planning
MoTA	Ministry of Tourism & Antiques
MoWR	Ministry of Water Resource
NCMDIT	National Center for Managing and Developing Information Technology
NGO	Nongovernmental organization
SBDs	Standard Bidding Documents
USAID	United States Agency for International Development

SUMMARY

USAID-Tarabot has completed the close-out of its program activities in major initiatives, and public procurement is now the primary focus of USAID-Tarabot in the USAID-approved project extension through September 30, 2015.

In November, 2014, Tarabot continued to provide its ongoing assistance to a range of Gol partners in the application of internationally recognized procurement processes, both with hands-on training and workshops. Work is underway to broaden the precedent set by Gol partners piloting the modern procurement techniques learned from Tarabot.

Events: USAID-Tarabot project engaged in a variety of activities during November. The following description accounts for the numbers and types of events:

- **Total Events:** USAID-Tarabot teams held (50) events; representing (6) Workshops and (44) technical meetings.
- **Locations:** - (36) of these events were held at locations in Baghdad, while (14) events were delivered on location in (8) provinces.
- **Institutions:** (35) of these events were with (14) ministries; (15) events supported (9) governorates. Representatives from (5) Gol executive offices participated in these events.
- **Tarabot Advisory Units:** all (50) events were implemented by Tarabot Procurement Advisory Unit.

PUBLIC PROCUREMENT REFORM

USAID-Tarabot, in partnership with the Ministry of Planning, is working with the GoI to make use of its investment budget through fair and transparent procurement systems, ultimately leading to a more favorable environment for international businesses, and better services for the Iraqi people. In the past, government entities relied on disorganized, paper-based systems and antiquated processes that hindered transparency and efficiency in procurement. The government increasingly recognizes that large-scale projects require expertise that only international vendors offer, and sound procurement practices are essential to attracting them to Iraq. USAID-Tarabot works with the Ministry of Planning to deliver complementary capacity building activities and systems reform with the ultimate goal of establishing unified procurement system aligned with international standards.

Tarabot's procurement reforms enhance transparency in contracting by leveling the playing field for consultants and firms. They help to create an environment conducive to fair and open competition in the tendering and award of contracts, and build the confidence of the private sector in the government's bidding process.

1. Public Procurement Portal

The development of the Public Procurement Portal has been placed on hold upon the request of USAID.

2.1 Building the Procurement Capacity Building within MoP

As the chief coordinating entity for public contracting in Iraq, the Ministry of Planning has been a longstanding partner of USAID-Tarabot in procurement reform, and is positioning itself to take the lead on a national reform initiative. Tarabot has taken steps to prepare the ministry to do so through knowledge transfer and anchoring of sound practices. Procurement training provided for Ministry of Planning staff is bolstered as staff partner with Tarabot advisors to jointly conduct workshops and applied trainings for other GoI entities. These ongoing activities are important opportunities for Ministry of Planning staff to garner knowledge about procurement and acquire training skills, which will be critical as the ministry moves forward with the initiative.



MoP staff prepare to lead a national procurement reform program

In November, Tarabot conducted a ten-day standard bidding document (SBD) workshop in Baghdad for nine participants from the MoP's Directorate General of Government Contracts (DGGC). Main topics included prequalification of contracting firms, and requests for proposals.

These workshops are designed to expand skills and knowledge in procurement across the Government of Iraq (GoI), while at the same time anchoring procurement expertise and training skills in the MoP as it prepares to carry on a national procurement reform initiative.

Tarabot also conducted regular coordination meetings with the MoP's Director General of Government Contracts to discuss the next steps for the reform program. The ministry agreed to begin assembling teams that will support Gol entities to pilot SBDs on actual contracts.

2.2 Ministries and Governor Offices Capacity Building



Najaf Reconstruction Commission Chairmen distributes Appreciation Certificates to Participants

In November, Tarabot continued to build the capacity of Gol partners in procurement through workshops conducted in collaboration with the Ministry of Planning. USAID-Tarabot conducted four separate five-day SBD workshops for Gol officials variously representing the Ministries of Health, Communication, Electricity, Higher Education, and Planning, and Commission of Integrity, as well as the Governorates of Babil, Diwaniyah and Najaf.

Similarly, Tarabot and the MoP delivered on-job training to 22 officials from Maysan Governorate on SBDs, and specifically, international commercial terms and letter of credit mechanism.

These events contribute to establishing a broader skill base across the Government of Iraq (Gol), while at the same time anchoring procurement expertise and training skills in the MoP as it prepares to carry on Tarabot's national procurement reform initiative.

Upon the request of the MoP, Tarabot is assisting the Ministry of Communications to develop SBDs for consultancy services for the development of the GSM communications network. Upon review, previously prepared documents were found to be greatly lacking in detail and in need of revision, and this month Tarabot began technical assistance to revise them.

Tarabot submitted a draft plan for procurement reform to the Ministry of Electricity for review and approval by the deputy minister. As proposed, this comprehensive procurement reform package addresses standard bidding documents, reporting, planning, performance indicators, record management, and a subscription to dgMarket.

2.3 Applied Assistance to Ministries and Governor Offices

Over the course of the project, Tarabot has provided over 2,000 individuals with training on procurement processes, setting a wide foundation of capacity from which to build. Many government partners are now actively capitalizing on the skills they learned by piloting them on their own procurements, often throughout the entire cycle. USAID-Tarabot has in the past provided hand-on support to 13 of its partner entities to prepare tender and contract documents for advertisement through the design of terms of references, evaluation of requests for proposals, use of prequalification documents, bid evaluation criteria, and workshops on bid opening and evaluation. Tarabot is continuing in collaboration with the



Tarabot advisor providing technical assistance to the Ministry of Labor and Social Affairs

Ministry of Planning to support select governorates and service ministries as they prepare tenders for important consultancy and public works contracts.

Tarabot and the MoP are laying the groundwork for much broader expansion in the piloting of SBDs by ministerial and provincial partners. This will improve the already strong precedent for successful application of the procurement processes promoted by Tarabot. In November, Tarabot and the MoP concentrated much of their efforts on developing a plan for an expansion of SBD application through piloting, and have begun its implementation by supporting select GoI partners to nominate procurements on which they will apply SBDs. With the growing capacity of the MoP, and its demonstrated ownership over the initiative, a sustainable foundation for transformational reform is rapidly becoming a reality.

Sample Ministry Pilot Procurements Nominated for the Application of SBDs		
Ministry	Total #	Pilot
Communication	1	4th Mobile Network License
Construction & Housing	4	construction of residential complex in Diwaniyah
		construction of 5th Kuffa bridge in Wasit
Migration and Displaced	1	construction of refugee camps for Syrians in Erbil
Education	1	printing and supplying school books
Health	7	design for Respiratory Disease Center and lab building for Tuberculosis
		construction of six cold storage facilities for medical supplies
		storage warehouse in Baghdad and Najaf
Industry & Minerals	4	Production factory for medium voltage copper cables
		plastic recycling plants with (2* 1.5) MW power station
Labor & Social Affairs	4	construction of social security network building in Baghdad
		design for Health and Occupational Safety Department in Najaf
		juvenile correctional facility in Diwaniyah
Planning	5	cleaning services ministry building
		purchasing and installing elevators at NCMDIT
Tourism & Antiquities	3	construction of multi-purpose buildings in Maysan and Wasit
		rehabilitation of building for Baghdad Institute for Tourism & Hospitality
Water Resources	3	feasibility studies and design of irrigation projects in
		project to address corrosion on banks of Shat Al Arab

Sample Governorate Pilot Procurements Nominated for the Application of SBD		
Governorate	Total #	Select Pilots
Babil	9	electronic management system (design, supply, installation, operation assistance, and maintenance)
		fertility and infertility treatment center
		road maintenance
		supplying vehicles to the Water Directorate
		design of a Hilla municipality building
		design for a 100 bed hospital
		supplying power feeders
Diwaniyah	4	construction of two primary schools
		electrical network in Hay Al Luaybee
Maysan	10	construction of 18 class school building
		construction of clinic in Hay Al Nidaa
		construction of water reservoir
		pedestrian bridge
Muthanna	3	concrete bridge in Al Kudhair
		designs for administrative buildings
		supplying the Civil Defense Directorate with vehicles and other equipment for firefighting
Najaf	4	street rehabilitation project (Al Jawaheri and Al Qawsi)
		design for recycling factory
		construction of a water reservoir
		purchasing heavy vehicles
Wasit	3	road work
		supplies for the Electricity Directorate
		urban renewal designs for various cities (Tag Al Deen, Al Ahrrar, Jusan, Zurbata and Al Bashair)

PROJECT ADMINISTRATION

Staffing, Deployment, Registration

In November 2014, the USAID-Tarabot staff was composed of 3 expatriates and 28 Iraqi nationals, of which 2 expatriates and 6 Iraqi nationals will leave the Project at the end of November, as prescribed in the close-out plan.

Security

In November 2014 the security situation in Iraq was tense, with continued fighting in the north and west of Iraq and increasing explosions and attacks in Baghdad. Tarabot staff worked normally and did not take additional holidays

Closeout

With the closing of Gurka House at the end of October 2014, office space in Brady House was converted into a meeting hall which can hold events up to 25 people. Currently, Brady House is the only office building for Tarabot.

The sale of nine generators to Sallyport was successfully finalized. The DDI 149 form was signed and the credit has been applied to the original contract value.

Project properties including gym equipment, kitchen appliances, diesel tanks and resident furniture are being prepared for sale.

As part of Tarabot's disposition plan, 9 armored vehicles remain on the compound waiting for authorization from USAID to transfer them back to the US Government within the Baghdad International Zone (IZ).

The Dahuk office "One Stop Shop" will be opened on December 1. Plans for the opening are being coordinated with the KRG government, though at present there are some security concerns in the Dohuk area which we are monitoring closely.

Badges/ Visas

During November 2014, 5 IZ access badges were obtained; 2 for Tarabot staff and 3 for Private Security Details.